Approved For Release 2001/09/03 : CIA-RDP74-00005R000200100071-4

called Helen S. June 28, 1963

If EF Dir, DC/ or DDC/ signs cover
make only one copy for ER file (this will
serve as official file for O/DC/. Originally
we specified 2 copies - one for ER - one for signer.

Helen said in District shown on my
exhibit of memo signed by [redacted] STATINTL
show district

1- ER (if anyone in O/DC/ signs this
copy will suffice

Rita M. doesn't like block style - too
stiff and formal. However, this is not final
(Rita feels CIA doesn't have to conform to
govt style) Helen also said they are
revising procedures (see [redacted] STATINTL

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